

Message Text

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ORIGIN SS-15

INFO OCT-01 EUR-08 ISO-00 A-01 OPR-01 NSC-05 NSCE-00 SSO-00

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DRAFTED BY S/S-EX:JBMORAN:MKWM

APPROVED BY S/S-EX:JBMORAN

S - MR. BREMER (IN DRAFT)

S/S - O: G. TWOHIE

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O 180107Z OCT 74

FM SECSTATE WASHDC

TO AMEMBASSY MOSCOW IMMEDIATE

LIMITED OFFICIAL USE STATE 229339

E.O. 11652: N/A

TAGS: OVIP (KISSINGER, HENRY A.)

SUBJECT: SECVISIT: ADMINISTRATIVE-LOGISTICAL ARRANGEMENTS

REF: MOSCOW 15680; STATE 224629, 218985

1. ACCOMMODATIONS:

BASED ON OLD FLOOR PLANS ON FILE HERE, REQUEST HOUSING AT
LENIN HILLS AS FOLLOWS:

(A) HOUSE NO. 5: GROUND FLOOR, MESSRS. HARTMAN AND
SONNENFELDT AND USSS COMMAND POST. IF THE SWITCHBOARD
ROOM COULD BE MOVED WITHOUT A MAJOR HASSLE TO ANOTHER
LOCATION, AWAY FROM THE STAIRCASE, IT WOULD BE APPRECIATED.
UPPER LEVEL, THE SECRETARY AND MRS. KISSINGER, ONE OFFICE
AND TWO BEDROOMS FOR SPECIAL ASSISTANTS BREMER AND GOMPERT
AND ONE ROOM FOR MRS. HILL. NO OTHER INDIVIDUALS SHOULD
BE LODGED, OR OTHER OFFICE SET-UP IN HOUSE 5.

(B) HOUSE NO. 4: GROUND FLOOR, MESSRS. LORD, ATHERTON
AND ANDERSON; MRS. HALL AND MISS LONG (TO SHARE ROOM).

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UPSTAIRS, MESSRS. HYLAND, LODAL, CLIFT AND RODMAN.

ADDITIONALLY, THE SENIOR STAFF OFFICE SHOULD BE LOCATED ON THIS FLOOR.

2. PRESS ROOM:

RENTAL OF PRESS ROOM, WHETHER IN THE INTOURIST OR ROSSIYA, IS PROPER CHARGE TO OFFICIAL FUNDS; SEE STATE 220136, PARAGRAPH 2 B.

3. OFFICE SPACE:

ARRANGEMENTS FOR S/S IN CHANCERY SOUNDS FINE. WITH SENIOR STAFF OFFICE IN LENIN HILLS, (SEE ABOVE), THE SPACE ON THE NINTH FLOOR WON'T BE REQUIRED.

4. SECRETARIAL ASSISTANCE:

SECRETARIAL ASSISTANCE FOR S/S, TWO ALTERNATING ON SHIFT AND ONE ON CALL IS SATISFACTORY. WE WILL, HOWEVER, REQUIRE TWO SECRETARIES TO COVER SENIOR STAFF OFFICE FULL-TIME IN LENIN HILLS AND WE WILL ENDEAVOR TO WORK OUT A SHIFT SCHEDULE.

5. COPY MACHINES:

PARTY WILL MAKE-DO WITH WHAT EMBASSY HAS AVAILABLE. KISSINGER

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